

	Dr. N.G.P. ARTS AND SCIENCE COLLEGE (An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore) Approved by Government of Tamil Nadu and Accredited by NAAC with 'A' Grade (2 nd Cycle) Dr. N.G.P. – Kalapatti Road, Coimbatore-641048, Tamil Nadu, India Web: www.drngpasc.ac.in Email: info@drngpasc.ac.in Phone: +91-422-2369100	NAAC 3rd Cycle
		Criterion VI Metric 6.2.3

6.2.3: Implementation of e-Governance in Area of Operation

The following are the ERP document for finance and accounts modules implemented by the institution during the academic year 2016-17 to 2020 - 21:

S.No.	Module
1	Finance and Accounts



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The Implementation of E-governance in the Finance and Accounts areas.

Finance and Accounts department are key department for every organization. Lot of paper movements/ handled by them but where ever necessary the department has done E Governance / automation. Few of the areas as follows.

Accounting: We are using accounting software 2 years before **Tally gold** after that **Tally server 9** and now **Tally Prime**.

Emails: Apart from that all the details / workings / Reports are shared through using Email with Internal and external like auditors, bankers, Management. Each and every user of the Accounts department has mail Id's for better communication.

Payment to vendors, Statutory & Others : Payment to vendors and others are done through RTGS / NEFT / All statutory payment like Salary, GST , TDS , PF, ESI , Property Taxes are done through Online mode only. No cash or cheques handled.

Tuition fees collection : Online payment provision made for students paying fees through online mode.

TALLY SERVER 9

The Key operational highlights & Benefits of Tally.Server9 are as given below:

Key Benefits of Tally. Server 9

Tally. Server 9, businesses will experience increased productivity, enhanced speed of operations, minimized indirect business costs and hence a superior business performance.

As one of the long time Power User of Tally, we are very much sure that you would like to know more about the product and its capabilities.

Speed with Concurrent Data Access, Security Control – minimizing risk of data misuse, Monitor and Track User Activity, Zero Downtime

Features & Customization done

Purchase order creation. Past data/ Price can be access at any time.

Goods Receipts Note (GRN) & Bill passing automated against GRN.

Inventory control – Canteen items, IT assets





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Approved Budget can be In build. Cost centre wise Income and Expenses break ups TDS deductions automated. & and 26 Q quarterly TDS return automated through this.

Cheque printing. Cheque back paper vouchers printing. Cheque printing register. Bank reconciliation automated. Creditors Bill wise break ups.

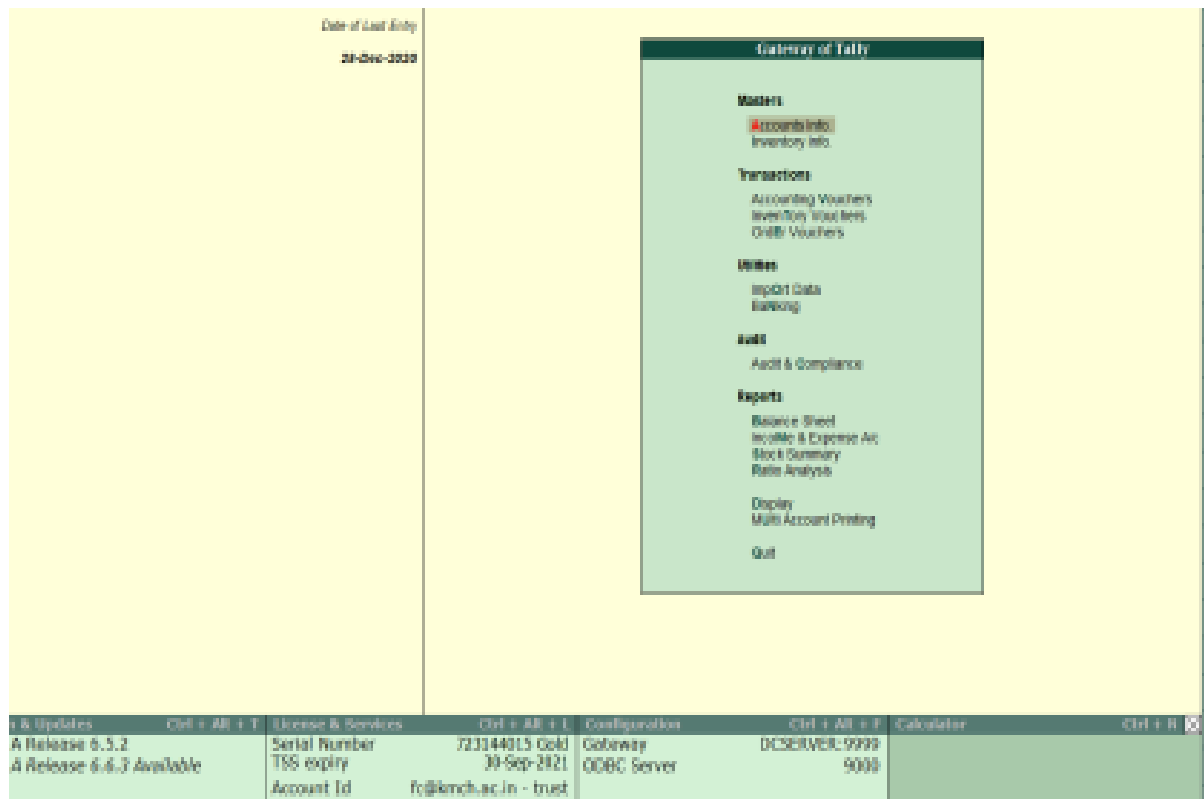
Statement of accounts in excel downloaded,

Economy

Eliminate the hand written cheque

Eliminate the Cross entries within and other Institutions Trust vs Other Institutions. Auto posting enabled.

Tally Server version – Screen shot





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New version - Tally Prime :

The existing Tally Server was replaced with upgraded version of Tally Prime .

Benefits of Tally Prime:

More simpler and easy to use, even new user also no need for training

More speed and power , Reliable and efficient , Flexible and future ready

E – Governance

All the vouchers are entering in to tally ERP system, none of the employees can modify or tamper the already enter the vouchers , All the payment to vendors and Government payment are made through RTGS /NEFT / Net banking , same basis all the fees are collected through Online banking.

Tally Prime Screen shot

The screenshot displays two sequential steps in the Tally Prime interface. Step 1, titled 'Go to Feature', shows a search bar with 'Go To' and a list of business reports including 'Exception Reports'. Step 2, titled 'Exception report', shows a detailed view of the 'Exception Reports' list, including 'Overdue Receivables', 'Overdue Payables', 'Sales Orders', 'Purchase Orders', 'Foreign Gain/Loss', 'Optional Vouchers', 'Cancelled Vouchers', and 'Post Dated Vouchers'.

Password Security Control

Each and every employee have password , how many vouchers entered on day by day and which are all the accounts heads are viewed day to day.



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The screenshot shows the Indian Bank website interface. The main heading is 'Statement of Account'. Below it, there are several input fields and buttons. The 'Account' field is set to 'SB - 604894532'. The 'From Date' is '01/04/2021' and the 'To Date' is '22/04/2021'. The 'Format Type' is set to 'XLS'. The 'Download Type' is set to 'Scheduled'. A 'DOWNLOAD' button is located at the bottom right of the form. The left sidebar contains a 'My Accounts' menu with options like 'Accounts', 'Summary', 'Quick Transaction View', 'Statement of Accounts', 'Term Deposit summary', 'Loan Repayment Schedule', 'Balance Certificate', 'e-Purse', 'Online Term Deposit', 'e-OD', 'Nomination', and 'PFF'.

GST filing Screen Shot 1

Filing of GST is through online , Income , Purchases and Payment on every month 10th, 15th and 20th respectively .

The screenshot shows the GST portal login page. The main heading is 'Goods and Services Tax'. Below it, there is a 'Login' section with a red asterisk indicating mandatory fields. The 'Username' field is filled with 'admin@tax'. The 'Password' field is filled with '*****'. Below the password field is a Captcha image showing the number '206415'. A 'Login' button is located below the Captcha. There are also links for 'Forgot Username' and 'Forgot Password'. At the bottom, there is a note: 'Kind Please login if you are logging in for the first time, click sign up to login.' The top navigation bar includes links for 'Home', 'Services', 'GST Law', 'Downloads', 'Search Database', 'Help and Supporter Facilities', and 'e-Services'.

GST Filling screen shot 2



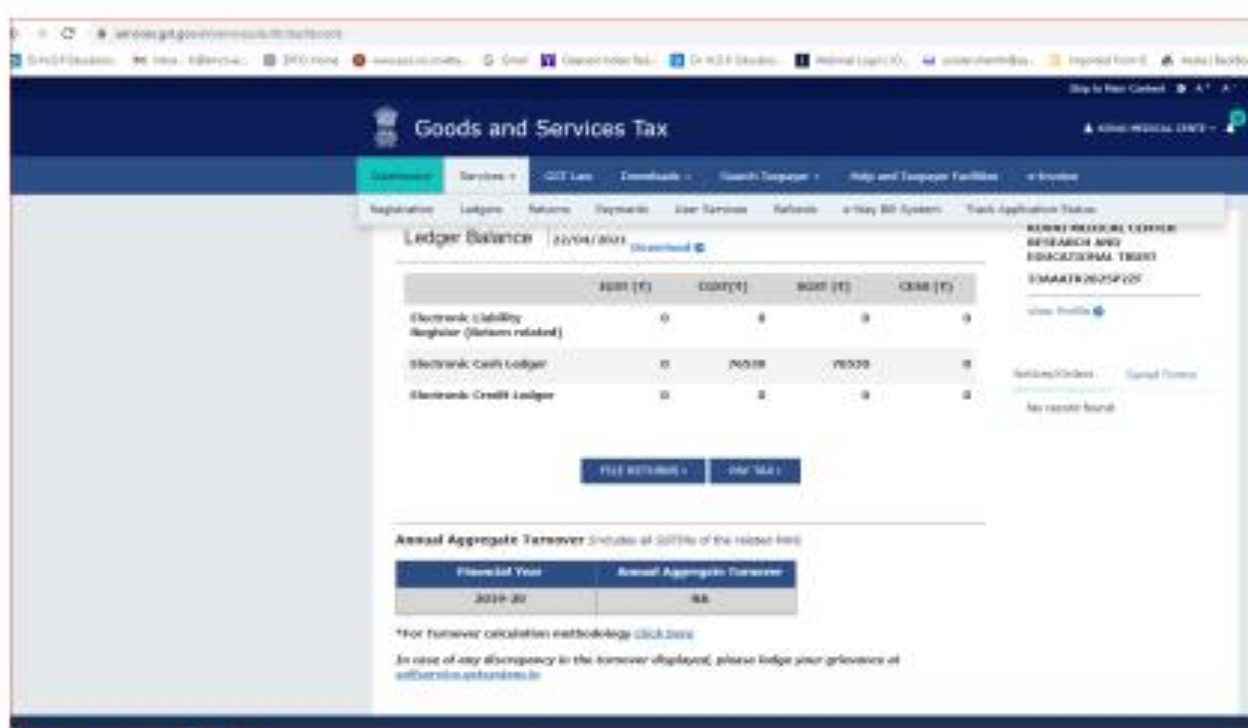


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Income tax e filing

Once the Balance sheet for the particular year was finalized and signed by the Management and Auditor once in a year the data will be given to the below web .





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The screenshot shows the e-Filing login page. The header includes the e-Filing logo and navigation links. The main section is titled 'Login' and contains fields for 'User ID' (filled with 'AAATK200SP'), 'Password', and a 'Captcha Code' (displayed as 'NLMS8U'). Below the captcha is a 'Request OTP' checkbox and a 'Login' button. A 'Forgot Password?' link is also present. A 'New Users? Register' link is at the bottom. A 'Trouble Logging In?' section lists common issues: 'User ID is not case sensitive', 'Password is case sensitive', and 'Make sure that the details entered are correct'. A note mentions that visually challenged users can use the OTP option.

The screenshot shows the 'Initiate Tax Return' page. It features a navigation bar with links like 'Dashboard', 'My Account', 'e-Filing', etc. The main section is titled 'Initiate Tax Return' and contains fields for 'PAN' (filled with 'AAATK200SP'), 'Assessment Year' (2018-19), 'ITR Form Number' (118-2), 'Filing Type' (as ITR-Modified Return), and 'Submission Mode' (Upload ITR). A checkbox for 'Assess your tax liability under Section 44AD' is present. Below these fields, a section titled 'Select one of the below option to verify your Income Tax Return' offers four choices: 'Digital Signature Certificate (DSC)', 'AADHAAR OTP', 'Already generated EVC through My Account', and 'I would like to e-Verify later'. Each option includes a brief description of the verification process.





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TDS e filing

Filing of TDS as per the Income tax act Section 194C , 194 J, 194 I and Salary 192. The TDS filings are done through online mode on Quarterly basis i.e. July, Oct, Jan and July. We have a support software called "COMPU SYSTEMS " ,once all the data's given to the systems TDS will be calculated automatically. The said data's are guaranteed it will go to Govt NSDL website for updating in to the Income tax server.

CodeNo	Name	Father Name / Signing Person	Taxis
KRC0001	KOVAI MEDICAL CENTER RESEARCH AND EDUCATIONAL TRUST		00000000000000000000

ERP System- Back Bone

The Back bone ERP system was developed by our own sister concern M/s Aosta Software Technologies India Private Limited. The system was in place to control Purchases, Purchase Orders, Goods receipt notes, Inventory and Assets Module and Payroll with Employee data's are maintaining with the systems.

Back Bone Module - Inventory Management

- Multiple store concept
- Store & billing rights to users
- Seamless stock transfers between stores
- Creation & management of supplier wise contracts
- Purchase orders against indents and contracts
- Replenishment level (ROL) based stock management
- Supplier wise listing of items which are under ROL & provision to raise PO for all the items at one go
- GRN – direct/against PO





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- Stock adjustments – direct/approval based
- Hazardous materials designations and disposal codes
- Tracking of issues to patients and hospital staff
- Approval based breakage entry
- Monitoring of chargeable equipment use
- Provision for PO edit, approval and rejection
- Temporary GRN and Purchase DC creation and conversion to GRN
- Auto stock update post GRN entry
- Provision for patient/department/supplier returns with remarks & approval
- Consignment item management
- Gate pass entries for external repairs of any items
- Alerts for items in stock-out positions
- Provision to maintain items at zero stock level

Pending Amounts	Today	Up To Date
Purchase Intent	1	39
IP Request	0	0
IP Return Request	0	0
CP Request	0	0
CP Return Request	0	0
Stock Request	0	11
Stock Return Request	0	0

Item	Item Description	Item Code	ROL	ROL Qty	Stock
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Back Bone Module: Asset Management

- Capture, track & manage all types of physical assets & components
- Bar-coded assets with unique asset ID
- Sub asset inclusion while asset creation
- Allocate custodian for each asset while master creation
- Differentiate fixed/movable assets
- Block asset transfer requests for fixed assets
- Single and multiple AMC entries against a service provider
- Schedule Preventive Maintenance (PM) on weekly/monthly/quarterly/yearly basis with suitable notations
- Reminders on PM through SMS or mail or active notification
- Direct preventive maintenance entry without prior scheduling
- Direct/Request and approval based asset transfers from one location to other location
- Handle asset failure requests from departments
- Problem identification entries by asset users
- Automatic gate pass generation for external services
- Two-way gate pass approvals
- Failure request closure entry with replaced parts and its cost captured
- Insurance claim entries
- Condemnation or resale entries
- Provides alerts on insurance payments and maintenance
- Apportion cost accurately to cost centers and departments
- Reports on AMC entries, Asset transfers, Preventive maintenance and condemned assets.